

EXHIBIT 11
INSURANCE

PROFESSIONAL SERVICES

Island View Crossing II, LP - NM

			Hrs/Rate	Amount
Insurance				
3/22/2018	CD	11 Review email correspondence re: Insurance update	0.1	17.50
7/19/2018	RB	11 Call to insurance agency re: construction management insurance issues	0.1	25.00
7/24/2018	RB	11 Call with Sue Roberts of Tyrol Insurance re: insurance requirements for construction management agreement	0.1	25.00
8/1/2018	RB	11 Call with Deanne Crook re: insurance issues	0.5	125.00
8/22/2018	RB	11 Call with Deanne Crook re: insurance coverage coordination	0.1	25.00
8/24/2018	RB	11 Call with Deanne Crook re: insurance coverage coordination	0.5	125.00
9/11/2018	RB	11 Calls with Deanne Crook re: insurance matters	0.3	75.00
9/12/2018	RB	11 Calls with Deanne Crook re: insurance issues	0.3	75.00
9/13/2018	RB	11 Work on various issues re: insurance coverage (.9); multiple calls with Deanne Crook re: same (.3)	1.2	300.00
9/14/2018	RB	11 Calls with Deanne Crook re: insurance issues	0.3	75.00
9/17/2018	RB	11 Calls with Deanne Crook re: insurance issues	1.0	250.00
9/18/2018	RB	11 Calls with Deanne Crook re: insurance issues	0.8	200.00
9/19/2018	RB	11 Conference call with John McGrath, Kevin McGrath, Deanne Crook and KOH re: projected reporting needs for insurance requirements	0.5	125.00
9/19/2018	RB	11 Calls with Deanne Crook re: execution of docs required for coverage	1.2	300.00
9/20/2018	RB	11 Calls with Deanne Crook re: coordination with McGrath & Son for finalization of its workers' comp coverage; provide documents needed by underwriter for IVC coverage	0.4	100.00
9/20/2018	RB	11 Provide additional documents requested by underwriter for IVC coverage	0.8	200.00
9/20/2018	CD	11 Review emails re: insurance	0.1	17.50
9/21/2018	CD	11 Review email re: insurance	0.1	17.50
9/24/2018	RB	11 Calls with Deanne Crook re: execution of docs required for various policies	0.1	25.00
9/24/2018	CD	11 Review email re: insurance for sub contractor	0.1	17.50
9/25/2018	RB	11 Calls with Deanne Crook re: contractor insurance issues	0.2	50.00
9/26/2018	CD	11 Review email correspondence re insurance certificate	0.1	17.50
9/27/2018	RB	11 Calls with Deanne Crook re: contractor insurance issues	0.9	225.00
10/3/2018	RB	11 Call with Deanne Crook re: insurance issues	0.1	25.00
10/18/2018	CD	11 Received and review insurance information from Griggs Ficklen	0.1	17.50
10/25/2018	RB	11 Prepare for and meeting with Justin Benincasa, Loss Prevention Specialist for Great American Insurance, including property walk through and preparation/transmittal of related followup info	3.8	950.00
10/30/2018	RB	11 Calls with Loss Prevention Control consultant Justin Benincasa re: additional questions after site visit (1.1) and followup for same (1.3)	2.4	600.00
11/13/2018	CD	11 Review insurance policy information	0.6	105.00
11/14/2018	CD	11 Discussion with KOH re: insurance information	0.1	0.00
11/15/2018	CD	11 Discussion with KOH re: case issues (insurance reporting)	0.3	0.00
11/19/2018	RB	11 Call with Deanne Crook re: insurance issues	0.3	75.00
11/26/2018	RB	11 Initial review of Insurance Company monthly reporting form to be completed including information required	1.2	300.00
11/27/2018	RB	11 Review and followup action on email from Deanne Crook re: insurance policies	0.4	100.00
11/27/2018	CD	11 Call with RB re Insurance form	0.3	52.50
11/27/2018	CD	11 Review information for insurance form. Email correspondence with Deanne re information required in form. Preparation of insurance monthly reporting form.	1.9	332.50
11/28/2018	RB	11 Work with Carol Davis on required insurance report details.(calls and related followup)	2.1	525.00
11/28/2018	RB	11 Call with Deanne Crook and Carol re: reporting requirements of insurance company	0.5	125.00
11/28/2018	CD	11 Email correspondence re Insurance. Preparation of insurance monthly reporting form	0.8	140.00
11/28/2018	CD	11 Discussion with KOH re insurance monthly reporting form	0.2	0.00
11/28/2018	CD	11 Call with RB and Deanne re preparation of insurance monthly reporting form	0.5	0.00
11/28/2018	CD	11 Calls with RB re Insurance reporting form	0.8	0.00
11/29/2018	RB	11 Work with Carol Davis on required insurance report details.(calls and final review of report)	0.4	0.00
11/29/2018	CD	11 Work with RB re: insurance reporting form	0.2	0.00
11/29/2018	CD	11 Complete insurance monthly reporting forms, email to Deanne for submission.	0.3	52.50

PROFESSIONAL SERVICES

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Hrs/Rate**Amount**

Island View Crossing II, LP - NM

12/18/2018	CD	11	Email correspondence to Deanne re: monthly Insurance report form	0.2	35.00
12/19/2018	CD	11	Email correspondence with Deanne re: monthly insurance report form. Complete November Builder's Risk Insurance report and email to Deanne.	0.6	105.00
12/21/2018	RB	11	Message to Deanne Crook re: insurance needs	0.1	25.00
12/31/2018	RB	11	Request to Deanne Crook re: insurance matters	0.1	25.00
1/2/2019	RB	11	Calls to Deanne Crook re: insurance matters	0.4	100.00
1/3/2019	RB	11	Calls to Deanne Crook re: insurance matters	0.1	25.00
1/10/2019	CD	11	Email correspondence re: insurance reporting	0.1	17.50
1/17/2019	RB	11	Call with Deanne Crook re: insurance issues with subcontractors	0.3	75.00
1/21/2019	CD	11	Review email correspondence re: insurance reporting	0.1	17.50
1/22/2019	CD	11	Email correspondence with RB reinsurance report	0.1	17.50
1/23/2019	RB	11	Calls with Carol Davis re: insurance reporting requirements	0.2	50.00
1/23/2019	CD	11	Call with RB re Monthly insurance report	0.2	35.00
1/23/2019	CD	11	Prepare Builders Risk Monthly Report	0.1	17.50
2/25/2019	RB	11	Review monthly builder's risk policy report for insurance purposes	0.2	50.00
2/25/2019	CD	11	Preparation of January 2019 Builder's Risk Policy Report	0.8	140.00
3/4/2019	RB	11	Call with Deanne Crook and Hannah Hendry of Griggs Ficklen re: insurance issues	0.4	100.00
3/5/2019	RB	11	Followup on call with Deanne Crook re: insurance: obtain information and transmittal of same	0.3	75.00
3/5/2019	CD	11	Information from Insurance agent re Builder's Risk Policy	0.1	17.50
3/6/2019	RB	11	Review revised Builders' Risk Policy monthly report requested by insurance carrier	0.4	100.00
3/6/2019	CD	11	Preparation of monthly Builder's Risk Policy	0.4	70.00
3/7/2019	CD	11	Complete monthly Builder's Risk report and distribute by email.	0.5	87.50
3/14/2019	RB	11	Review draft Builders' Risk Report	0.1	25.00
3/14/2019	CD	11	Preparation of Builder's Risk monthly report	0.2	35.00
3/15/2019	CD	11	Distribute February Builder's Risk Policy by email	0.1	17.50
4/17/2019	CD	11	Prepare March Builder's Risk Report.	0.1	17.50
4/18/2019	RB	11	Call with Deanne Crook re: insurance requirements for townhome association	0.2	50.00
4/18/2019	RB	11	Review draft of Builders' Risk insurance report	0.2	50.00
4/18/2019	CD	11	Print, sign and scan Builder's Risk March Report.	0.1	17.50
5/13/2019	RB	11	Calls with Carol Davis re: insurance reporting	1.0	0.00
5/13/2019	CD	11	Calls with RB re insurance reporting	1.0	175.00
5/13/2019	CD	11	Review insurance information. Email correspondence re insurance reporting	1.0	175.00
5/14/2019	CD	11	Preparation of April Builder's Risk Report	0.5	87.50
5/15/2019	CD	11	Communications with KOH re insurance report.	0.5	0.00
5/16/2019	RB	11	Calls with Carol Davis re: case issues	0.5	0.00
5/16/2019	CD	11	Calls with RB re Builder's Risk Report	0.5	0.00
5/16/2019	CD	11	Complete April Builder's Risk Report.	0.8	140.00
6/12/2019	CD	11	Prepare draft May Builder's Risk Policy Report	0.1	17.50
6/19/2019	RB	11	Review of monthly builder's risk report to be submitted to insurance company	0.4	100.00
6/19/2019	CD	11	Complete draft May Builder's Risk Report	0.2	35.00
6/20/2019	CD	11	Review email correspondence re additional information on Builder's Risk Report	0.1	17.50
6/25/2019	RB	11	Call with Carol Davis re: insurance reports	0.3	75.00
6/25/2019	CD	11	Call with RB re: insurance reports	0.3	0.00
6/25/2019	CD	11	Input additional information in May Builder's Risk Report	0.4	70.00
6/26/2019	CD	11	Email May Builder's Risk Report to insurance company	0.1	17.50
7/24/2019	CD	11	Prepare June Builder's Risk report and forward signed report to KOH	0.2	35.00
8/8/2019	CD	11	KOH call re Insurance	0.1	0.00
8/8/2019	CD	11	Email Builder's Risk Report to Insurance company	0.1	17.50
8/20/2019	CD	11	Preparation of July Builder's Risk Policy Report.	0.2	35.00
8/22/2019	CD	11	Email July Builder's Risk Report to KOH	0.1	17.50
8/29/2019	CD	11	Email July Builder's Risk Report to insurance company.	0.1	17.50
9/6/2019	CD	11	Review email correspondence re insurance	0.1	17.50
9/16/2019	CD	11	Prepare August Builder's Risk Report	0.2	35.00
9/18/2019	CD	11	Email correspondence re insurance payment. Email August Builder's Risk report to insurance company	0.2	35.00
10/3/2019	CD	11	Preparation of September Builder's Risk Report	0.3	52.50
10/7/2019	CD	11	Call with Trustee re insurance renewals	0.3	0.00

10/7/2019	CD	11 Review email correspondence and information re insurance renewals. Call with Deanne at Griggs Ficklen.	1.0	175.00
10/18/2019	RB	11 Calls from/with Deanne Crook and KOH re: insurance coverage issues	0.1	0.00
11/22/2019	CD	11 Prepare October Builder's Risk Report, forward to insurance company	0.3	52.50
12/6/2019	CD	11 Prepare November Builder's Risk Report.	0.1	17.50
12/18/2019	RB	11 Review Builders Risk Interim Report prior to submission	0.1	25.00
12/19/2019	CD	11 Email correspondence to KOH & RB re Nov Builder's Risk Rpt	0.1	0.00
12/20/2019	CD	11 Email November Builder's Risk report to insurance company	0.1	17.50
1/3/2020	CD	11 Review email re insurance	0.1	17.50
1/14/2020	CD	11 Email to insurance company re WC audit	0.1	17.50
1/20/2020	CD	11 Prepare December Builder's Risk Report	0.1	17.50
1/27/2020	RB	11 Review insurance report to be submitted to carrier	0.1	25.00
1/27/2020	CD	11 Complete December Builder's Risk Report	0.1	17.50
1/28/2020	CD	11 Email December Builder's Risk Report to insurance company.	0.1	17.50
1/31/2020	RB	11 Review information received re: insurance issues and determine any action required	0.3	75.00
1/31/2020	CD	11 Email correspondence with insurance company re WC audit	0.1	17.50
2/19/2020	CD	11 Preparation of January Builder's Risk Report	0.2	35.00
2/24/2020	RB	11 Review Builders Risk policy report for January	0.1	25.00
3/3/2020	RB	11 Call with Heather Baston of Griggs Ficklen re:insurance issues	0.2	50.00
3/3/2020	RB	11 Communications providing information for insurance needed for sales closings	1.2	300.00
3/4/2020	RB	11 Call with Hannah Hendry of Griggs Ficklen re: insurance requirements of townhome purchasers	0.2	50.00
3/4/2020	RB	11 Work on insurance issues for property	0.7	175.00
3/5/2020	RB	11 Call with Hannah Hendry of Griggs Ficklen re: insurance requirements of townhome purchasers	0.5	125.00
3/10/2020	RB	11 Meet with Great American Insurance Group Loss Prevention Consultant Karen Trutt re: info on property and follow-up with walk-through of various units	1.8	450.00
3/17/2020	RB	11 Call with Carol Davis re: case issues	0.2	0.00
3/17/2020	RB	11 Review communication from Great American Insurance site visit and related followup	0.2	50.00
3/17/2020	CD	11 Call with RB re case issues	0.2	0.00
3/17/2020	CD	11 Receive, scan and distribute insurance letter received in mail.	0.3	52.50
3/18/2020	RB	11 Call with Hannah Hendry at Griggs Ficklen re: insurance issues	0.4	100.00
3/19/2020	RB	11 Calls with Hannah Hendry at Griggs Ficklen re: insurance issues (.2) and related follow-up (.3)	0.5	125.00
3/19/2020	CD	11 Prepare February Builder's Risk policy and draft of March Builder's Risk policy.	0.6	105.00
3/23/2020	RB	11 Call to insurance agent for buyers to address questions (.2) and related follow-up (.7)	0.9	225.00
3/23/2020	CD	11 Forward February Builder's Risk Report for review.	0.1	17.50
3/24/2020	RB	11 Call with Hannah Hendry of Griggs Ficklen re: case insurance issues	0.2	50.00
3/24/2020	RB	11 Call to insurance agent for buyers to address questions (.2) and related follow-up (2.7)	2.9	725.00
3/25/2020	RB	11 Review Builders' Risk report	0.2	50.00
3/25/2020	CD	11 Email February Builder's Risk Report to Insurance company.	0.1	17.50
4/20/2020	RB	11 Review communications from Insurance companies	0.2	50.00
4/22/2020	RB	11 Review of Builders' Risk insurance policy	0.2	50.00
4/22/2020	CD	11 Complete March Builder's Risk Report. Fwd to RB & KOH for review.	0.2	35.00
4/23/2020	RB	11 Review of Builders' Risk Report draft prior to submission	0.4	100.00
4/24/2020	RB	11 Call with Carol Davis re: case issues	0.1	0.00
4/24/2020	RB	11 Call with Hannah Hendry of Griggs-Ficklen re: insurance issues	0.2	50.00
4/24/2020	CD	11 Call with RB re case issues	0.1	0.00
4/28/2020	RB	11 Calls with Carol Davis re: case issues	0.4	0.00
4/28/2020	CD	11 Call with RB re case issues/builder's risk report.	0.4	0.00
4/30/2020	RB	11 Call with Carol Davis re: builders' risk policy report submission	0.1	0.00
4/30/2020	RB	11 Communications with Hannah Hendry at Griggs Ficklen re: insurance issues for buyers	0.4	100.00
4/30/2020	CD	11 Call with RB re Builder's Risk Policy report.	0.1	0.00
4/30/2020	CD	11 Email March Builder's Risk Policy Report to insurance company.	0.1	17.50
5/13/2020	RB	11 Call with insurance agent re: available coverage for IVC	0.20	50.00
5/13/2020	CD	11 Prepare April Builder's Risk Report draft.	0.40	70.00

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Hrs/Rate Amount

5/21/2020	RB	11	Call with Hannah Hendry re: insurance matters related to development	0.20	50.00
5/21/2020	RB	11	Review of Builders' Risk report for submission to insurance company	0.40	100.00
5/21/2020	RB	11	Work on information related to developing procedures for insurance proof of coverage on townhome sales	0.90	225.00
5/21/2020	CD	11	Complete April Builder's Risk Report and email to insurance company.	0.30	52.50
6/9/2020	CD	11	Prepare draft May Builder's Risk Policy report.	0.20	35.00
6/23/2020	RB	11	Review insurance issues for IVC Estate	0.40	100.00
6/23/2020	CD	11	Update May Builder's Risk Policy report. Discuss same with KOH.	0.20	0.00
6/24/2020	CD	11	Complete May Builder's Risk Report, email to insurance company.	0.10	17.50
7/14/2020	CD	11	Call with Auto Owners re insurance reporting	0.20	35.00
7/14/2020	CD	11	Review of payments and subcontractor payments for audit after discussion with	2.30	402.50
7/15/2020	RB	11	Call with Carol Davis re: insurance reporting issues	0.40	100.00
7/15/2020	CD	11	Call with RB re insurance reporting	0.40	0.00
7/15/2020	CD	11	Review and update worksheet for insurance reporting.	1.10	192.50
7/16/2020	RB	11	Call with Carol Davis re: insurance reporting issues	0.60	150.00
7/16/2020	CD	11	Review email re insurance audit, forward to KOH and RB	0.50	87.50
7/16/2020	CD	11	Review RB worksheet on insurance reporting, update data for same	1.70	297.50
7/16/2020	CD	11	Call with RB to discuss insurance reporting	0.60	0.00
7/17/2020	RB	11	Calls with Carol Davis re: insurance reporting issues	0.40	100.00
7/17/2020	RB	11	Call with Carol Davis & KOH re: insurance reporting issues	0.50	0.00
7/17/2020	RB	11	Call with Carol Davis & Hannah Hendy of Griggs Ficklen re: insurance reporting	0.60	150.00
7/17/2020	CD	11	Update data for insurance reporting.	0.70	122.50
7/17/2020	CD	11	Attempt log in for insurance audit. Unable to access.	0.10	17.50
7/17/2020	CD	11	Call with RB and Hannah at Griggs Ficklen re insurance reporting issues.	0.60	105.00
7/17/2020	CD	11	Call with RB and KOH re insurance reporting	0.50	0.00
7/17/2020	CD	11	Call with RB re insurance reporting	0.40	70.00
7/17/2020	CD	11	Email to Auto Owners re requested insurance reporting.	0.30	52.50
7/20/2020	RB	11	Insurance coordination	0.9	225.00
7/20/2020	CD	11	Prepare June Builder's Risk report.	0.20	35.00
7/21/2020	CD	11	Prepare email correspondence to Griggs Ficklen re update on Audit with Auto O	0.30	52.50
7/22/2020	CD	11	Review email correspondence from Griggs Ficklen re audit	0.10	17.50
7/23/2020	CD	11	Adjust Builder's Risk Report and forward to KOH & RB	0.10	17.50
7/26/2020	RB	11	Insurance coordination-Review of monthly builder's risk report draft	0.30	75.00
7/27/2020	RB	11	Calls with Hannah Hendry re: HOA insurance issues in relation to townhome purchases and mortgages	0.20	50.00
7/27/2020	CD	11	Email correspondence with RB & KOH re Builder's Risk Report. Complete Builder's Risk Report and forward to insurance company	0.20	35.00
7/27/2020	CD	11	Email correspondence to Griggs Ficklen re insurance audit	0.10	17.50
7/30/2020	CD	11	Email correspondence and call with insurance company re audit. Update information schedule for audit. Update Griggs Ficklen re audit process.	2.70	472.50
8/11/2020	RB	11	Insurance coordination-Review of updated insurance proof of coverage certs received to be provided to buyers' mortgage companies if needed	0.10	25.00
8/14/2020	RB	11	Communication with Hannah Hendry re: sales activity requiring insurance changes and related follow-up	0.40	100.00
8/14/2020	CD	11	Email to Auto Owners re audit letter	0.10	17.50
8/18/2020	RB	11	Calls with Carol Davis re: insurance	0.20	50.00
8/18/2020	CD	11	Calls with RB re insurance	0.20	0.00
8/18/2020	CD	11	Email correspondence with Auto Owners re audit information.	0.10	17.50
8/19/2020	RB	11	Insurance coordination-Review of builder's risk coverage issues and coverage points for construction manager	0.40	100.00
8/19/2020	CD	11	Call with KOH re insurance	0.30	0.00
8/19/2020	CD	11	Review information re Auto Owners audit	0.30	52.50
8/21/2020	RB	11	Review communications re: insurance reporting, review of related reports and related follow-up	0.40	100.00
8/21/2020	CD	11	Email correspondence with KOH & RB re audit issues. Email response to Auto Owners re audit letter	0.20	35.00
8/21/2020	CD	11	Complete July Builder's Risk Insurance report, email to insurance co	0.20	35.00
8/25/2020	RB	11	Coordination of insurance issues with agency	0.60	150.00
8/31/2020	RB	11	Monitor insurance compliance and produce appropriate reports for use by construction manager and security (for contractor access to site)	1.10	275.00
9/8/2020	CD	11	Call Hannah at insurance company to confirm payment received for bill sent.	0.10	17.50
9/8/2020	CD	11	Email to Auto Owners re audit letter	0.10	17.50
9/9/2020	CD	11	Email correspondence to Auto Owners re audit letter	0.10	17.50

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Hrs/Rate**Amount**

Island View Crossing II, LP - NM

9/15/2020	RB	11	Calls with Hannah Hendry re: HOA insurance issues in relation to townhome purchases and mortgages	0.30	75.00
9/16/2020	RB	11	Communications with Deanne Crook and Hannah Hendry of Griggs Ficklen re: renewal info needs	0.30	75.00
9/16/2020	RB	11	Insurance coordination-Review of info prepared for renewal of builders' risk and liability policy and transmittal of same	0.40	100.00
9/16/2020	CD	11	Review and response to email correspondence re insurance audit	0.40	70.00
9/16/2020	CD	11	Work on information needed for insurance policy renewals.	2.70	472.50
9/17/2020	CD	11	Email correspondence with KOH re insurance audit information	0.20	35.00
9/17/2020	CD	11	Email correspondence with insurance company re worker's comp renewal and info update.	0.20	35.00
9/18/2020	CD	11	Prepare Builder's Risk August report draft.	0.10	17.50
9/18/2020	CD	11	Review insurance policy invoice from Griggs Ficklen	0.10	17.50
9/21/2020	RB	11	Review communications re: insurance payments needed, reporting required and coverage options	0.60	150.00
9/22/2020	RB	11	Provide updated sales settlement information to agent for appropriate insurance coverage action	0.40	100.00
9/22/2020	CD	11	Review email correspondence re updated insurance invoice	0.20	35.00
9/23/2020	RB	11	Call with Hannah Hendry re: insurance info needed for sales closing	0.10	25.00
9/23/2020	RB	11	Update sales info schedule for insurance and townhome association coverage person and transmittal of same to Hannah Hendry at Griggs Ficklen Insurance	0.30	75.00
9/24/2020	RB	11	Review general liability and builders' risk billings received from insurance agency	0.20	50.00
9/29/2020	RB	11	Insurance coordination-Review of monthly builder's risk report draft	0.20	50.00
9/29/2020	RB	11	Notify Hannah Hendry at Griggs Ficklen re: settlement of unit and request related coverage adjustments; provide updated sales settlements completed and pending schedule	0.40	100.00
9/30/2020	RB	11	Confirmation with insurance agency re: update of policy info on settled townhomes	0.10	25.00
9/30/2020	CD	11	Complete August Builder's Risk Report and email to insurance company	0.10	17.50
10/5/2020	RB	11	Insurance coordination-Review of builder's risk policy premium invoices	0.30	75.00
10/5/2020	CD	11	Receive and review reports for Builder's Risk Ins additional premium	0.10	17.50
10/5/2020	CD	11	Receive in the mail and review insurance policy, scan and distribute.	0.50	87.50
10/5/2020	CD	11	Work on WC Audit information for McGrath & Son	2.70	472.50
10/6/2020	RB	11	Additional review of insurance invoices and approval for payment	0.30	75.00
10/6/2020	CD	11	Work on WC Audit information for McGrath & Son	4.30	752.50
10/7/2020	RB	11	Calls with Carol Davis re: work plan for workers' comp audit on general contractor	0.90	0.00
10/7/2020	CD	11	Review email correspondence re WC Ins info. Email correspondence with Auto Owners re status of GL audit.	0.90	157.50
10/7/2020	CD	11	Call with RB re WC audit on contractor.	0.90	0.00
10/8/2020	CD	11	Review email correspondence from auditor re GL audit for 2019-2020	0.10	17.50
10/8/2020	CD	11	Work on and review audit information for McGrath & Son	0.50	87.50
10/14/2020	RB	11	Call with Carol Davis re: procedures for insurance company audit of policy coverages	0.20	50.00
10/14/2020	CD	11	Review email re insurance audit.	0.10	17.50
10/14/2020	CD	11	Review email correspondence re McGrath insurance audit	0.30	52.50
10/14/2020	CD	11	Call with RB re insurance audit	0.20	0.00
10/14/2020	CD	11	Work on insurance audit information	0.50	87.50
10/15/2020	RB	11	Communication with Hannah Hendry re: HOA insurance issues in relation to townhome settlements	0.20	50.00
10/15/2020	RB	11	Calls with Carol Davis re: insurance audit prep	1.50	375.00
10/15/2020	CD	11	Email correspondence with insurance auditors.	0.50	87.50
10/15/2020	CD	11	Call with RB re insurance audit information	1.50	0.00
10/16/2020	RB	11	Call to contractor's insurance agent to obtain updated certificates for both Trustee and General Contractor	0.20	50.00
10/19/2020	CD	11	Prepare September Builder's Risk Report	0.40	70.00
10/19/2020	CD	11	Compare multiple COI copies received for contractor for differences.	0.20	35.00
10/21/2020	CD	11	Email correspondence from Auto Owners re WC audit	0.10	17.50
10/21/2020	CD	11	Call with RB re insurance audit information	0.50	0.00
10/21/2020	CD	11	Email to Auto Owners re requested audit information	0.20	35.00
10/22/2020	CD	11	Email to KOH re audit information request	0.10	0.00

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Island View Crossing II, LP - NM

Hrs/Rate Amount

10/25/2020	RB	11 Insurance coordination-Initial organization of info to get started on audit process assistance	0.50	125.00
10/26/2020	RB	11 Insurance coordination-Review of monthly builder's risk report draft	0.30	75.00
10/26/2020	CD	11 Receive insurance certificates and information in the mail. Scan and distribute.	0.40	70.00
10/26/2020	CD	11 Email Builder's Risk Report to insurance company	0.10	17.50
10/27/2020	CD	11 Email correspondence re WC audit info request	0.10	17.50
10/27/2020	CD	11 Prepare email to KOH & RB re McGrath audit	0.10	0.00
10/28/2020	RB	11 Call with Carol Davis re: preparation for response to insurance company audit of policy coverages and related follow-up, including review of final response	0.90	225.00
10/28/2020	CD	11 Complete and email information to insurance company for McGrath audit.	0.60	105.00
11/2/2020	RB	11 Insurance coordination-review of homeowners' assn policy payment required	0.20	50.00
11/6/2020	CD	11 Receive, review, scan and distribute insurance mail	0.20	35.00
11/10/2020	CD	11 Discussion with KOH re Builder's Risk insurance update	0.10	0.00
11/11/2020	CD	11 Email correspondence with Auto Owners re audit information.	0.10	17.50
11/12/2020	CD	11 Prepare Builder's Risk October report draft.	0.30	52.50
11/13/2020	CD	11 Update October Builder's Risk Report.	0.10	17.50
11/16/2020	CD	11 Email correspondence with KOH re Auto Owners audit request for workers comp. Respond to request from Auto Owners for WC audit with payroll information.	1.40	245.00
11/20/2020	RB	11 Prepare information for Hannah Hendry re: HOA insurance issues in relation to townhome settlements and transmittal of same	0.20	50.00
11/20/2020	CD	11 Email to KOH and RB re Builder's Risk Report information	0.10	0.00
11/20/2020	CD	11 Email correspondence from auditor re McGrath insurance audit	0.10	17.50
11/25/2020	CD	11 Email to Auto Owner's re job duties for McGrath audit	0.10	17.50
11/25/2020	CD	11 Discussion with KOH re builder's risk monthly report information.	0.10	0.00
11/27/2020	RB	11 Insurance coordination-Review of monthly builder's risk report draft	0.40	100.00
11/30/2020	CD	11 Email October Builder's Risk Report to insurance company.	0.10	17.50
12/2/2020	RB	11 Communication with Hannah Hendry re: HOA insurance issues in relation to townhome purchases and mortgages	0.20	50.00
12/7/2020	RB	11 Review communication from insurance company re: completion of insurance audit	0.20	50.00
12/7/2020	CD	11 Email correspondence with Auto Owners re audit completed and sent for processing.	0.10	17.50
12/9/2020	CD	11 Prepare November Builder's Risk Report draft	0.10	17.50
12/11/2020	RB	11 Handle internal insurance issues re: property	0.10	25.00
12/11/2020	RB	11 Work on insurance coordination issues	0.30	75.00
12/14/2020	RB	11 Work on insurance issues related to homeowners	0.40	100.00
12/21/2020	RB	11 Review draft of Builder's Risk report and related communications	0.60	150.00
12/21/2020	CD	11 Prepare November Builder's Risk Report.	0.30	52.50
12/22/2020	RB	11 Calls with Carol Davis re: insurance issues	0.40	0.00
12/22/2020	CD	11 Call with RB re insurance issues	0.40	70.00
12/22/2020	CD	11 Complete November Builder's Risk Report and email to insurance company	0.10	17.50
1/4/2021	RB	11 Initial review of detailed invoice re: townhomes sold coverage and related support info	0.40	100.00
1/4/2021	CD	11 Review HOA invoices and declarations received from insurance company adding units sold to policy, scan copies for files.	1.90	332.50
1/15/2021	RB	11 Call with Tammy Ochoa at Griggs Ficklen Insurance re: policy issues	0.20	50.00
1/15/2021	RB	11 Call with Carol Davis re: insurance issues	0.20	50.00
1/15/2021	CD	11 Call with RB re insurance issues	0.20	0.00
1/19/2021	RB	11 Prep of info and communication with Griggs Ficklen re: insurance coverage adjustments required by townhome settlement	0.30	75.00
1/20/2021	CD	11 Preparation of December 2020 Builder's Risk Report	1.90	332.50
1/22/2021	CD	11 Update summary of HOA insurance declarations received to date	0.60	105.00
1/25/2021	RB	11 Review and process updated insurance certs received	0.10	25.00
1/25/2021	RB	11 Calls with KOH re: builders' risk report drafts and related info	0.40	0.00
1/25/2021	RB	11 Call with Carol Davis re: builders' risk draft report issues	0.60	0.00
1/25/2021	RB	11 Review of updated draft builders' risk report	0.30	75.00
1/25/2021	CD	11 Call with RB re Builder's Risk Policy report.	0.60	0.00
1/25/2021	CD	11 Input revisions to Builder's Risk Policy report	0.30	52.50
1/26/2021	CD	11 Complete Builder's Risk Report for December 2020	0.40	70.00

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1/27/2021	CD	11	Email December 2020 Builder's Risk Report to Insurance company	0.10	17.50
1/29/2021	RB	11	Provide info to Hannah Hendry at Griggs-Ficklen for insurance coverage changes based on townhome sale settlements	0.40	100.00
2/5/2021	CD	11	Receive and review insurance received in the mail, scan and distribute	0.20	35.00
2/11/2021	CD	11	Receive updated WC policy information, scan and distribute as needed	0.20	35.00
2/18/2021	CD	11	Prepare Builder's Risk Report draft for January	0.10	17.50
2/22/2021	RB	11	Review Builders' Risk report for insurance purposes	0.70	175.00
2/22/2021	RB	11	Calls with Hannah Hendry re: insurance issues related to sales and homeowners	0.30	75.00
2/23/2021	CD	11	Complete January Builder's Risk Report	0.10	17.50
2/24/2021	CD	11	Review and summarize audit information for McGrath audit preparation	1.60	280.00
2/25/2021	RB	11	Communication with Hannah Hendry re: HOA insurance issues in relation to townhome purchases and mortgages	0.20	50.00
2/25/2021	CD	11	Review insurance information re refund checks	0.20	35.00
3/5/2021	CD	11	Scan and forward to KOH WC policy received in mail	0.10	0.00
3/5/2021	CD	11	Receive and review insurance notice for homebuyer.	0.10	17.50
3/7/2021	RB	11	Follow-up on insurance coverage issues on HOA policy	0.40	100.00
3/11/2021	CD	11	Prepare Builder's Risk Report draft for February	0.10	17.50
3/17/2021	RB	11	Call with Hannah Hendry of Griggs-Ficklen Insurance re: contractor insurance requirements	0.10	25.00
3/19/2021	CD	11	Email February Builder's Risk Report to KOH & RB for review.	0.10	17.50
3/26/2021	CD	11	Call with KOH re insurance issues	0.20	0.00
3/29/2021	RB	11	Review of Builders' Risk report for filing	0.30	75.00
3/29/2021	CD	11	Email Builder's Risk Report to insurance company	0.20	35.00
3/30/2021	CD	11	Email correspondence with RB re McGrath insurance	0.20	35.00
3/30/2021	CD	11	Review HOA insurance notices for units added.	1.70	297.50
4/14/2021	CD	11	Review Auto Owners insurance notices re McGrath insurance along with previous payments issued on bills, etc.	1.20	210.00
4/15/2021	CD	11	Preparation of March Builder's Risk Report and update summary of lots for insurance reporting.	0.70	122.50
4/23/2021	CD	11	Review Griggs Ficklen 3/15 Declarations re Unit 16, update worksheet summary.	0.30	52.50
4/28/2021	RB	11	Review Builders' Risk Report to be filed	0.60	150.00
4/29/2021	CD	11	Complete March Builder's Risk Report, email to Insurance company	0.20	35.00
5/3/2021	CD	11	Review HOA insurance invoice for units added.	0.40	70.00
5/7/2021	RB	11	Work on insurance related to homeowners' policy	0.20	50.00
5/7/2021	RB	11	Call with Hannah Hendry re: request from mortgage company on pending settlement re: request for HOA coverage prior to settlement	0.20	50.00
5/7/2021	CD	11	Preparation of April Builder's Risk Report	0.30	52.50
5/19/2021	RB	11	Review of Builders' Risk report draft	0.70	175.00
5/19/2021	RB	11	Calls with Carol Davis re: comments on Builders' Risk report draft and future reports	0.40	100.00
5/19/2021	CD	11	Call with RB re Builder's Risk Policy report.	0.40	70.00
5/26/2021	CD	11	Complete May Builder's Risk Report, email to insurance company.	0.20	35.00
6/1/2021	CD	11	Receive contractor's insurance update in mail, scan and distribute.	0.10	17.50
6/4/2021	RB	11	Provide info to insurance agent for coverage adjustments for townhome sales	0.40	100.00
6/4/2021	CD	11	Work on updates for May Builder's Risk Report.	0.70	122.50
6/18/2021	CD	11	Call with KOH re Builder's Risk Report information	0.10	0.00
6/21/2021	CD	11	Review email correspondence re Builder's Risk policy information	0.10	17.50
6/21/2021	CD	11	Preparation of Builder's Risk May Report. Email draft to KOH & RB for review.	1.10	192.50
6/28/2021	RB	11	Review builders' risk draft report for submission to insurance company	0.60	150.00
6/29/2021	CD	11	Input updates to Builder's Risk May 2021 report.	0.40	70.00
6/30/2021	CD	11	Update Builder's Risk Insurance worksheet	0.10	17.50
6/30/2021	CD	11	Call with KOH re Builder's Risk Report information	0.20	0.00
7/6/2021	RB	11	Work with Fiona (via phone) re: obtaining updated insurance coverage from contractors and related documentation	1.40	0.00
7/6/2021	CD	11	Review Auto Owners HOA bill, scan and forward to RB.	0.10	17.50
7/7/2021	RB	11	Calls with Carol Davis re: insurance issues	0.40	0.00
7/7/2021	CD	11	Preparation of Builder's Risk June Report draft.	0.80	140.00
7/7/2021	CD	11	Call with RB re insurance issues	0.40	0.00
7/7/2021	CD	11	Work on estimated calculation of Builder's Risk insurance fees from Sep'20 - Apr'21.	1.20	210.00

PROFESSIONAL SERVICES

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Hrs/Rate Amount

7/8/2021	RB	11	Call with Tammy at Griggs Ficklen re: process for billing on Builders' Risk policy	0.20	50.00
7/8/2021	RB	11	Call with Carol Davis re: insurance issues	0.10	0.00
7/8/2021	CD	11	Update Builder's Risk worksheet summary of units, under construction & sold	0.60	105.00
7/8/2021	CD	11	Call with RB re Insurance	0.10	0.00
7/9/2021	RB	11	Call with Fiona re: insurance issues	0.10	0.00
7/9/2021	RB	11	Work on insurance issues	0.70	175.00
7/12/2021	RB	11	Call with Fiona re: insurance issues	0.20	0.00
7/13/2021	CD	11	Review email correspondence re Builder's Risk from Griggs Ficklen	0.20	35.00
7/19/2021	CD	11	Review email correspondence re insurance update for unit status.	0.10	17.50
7/19/2021	CD	11	Work on units update for June Builder's Risk Report draft.	0.20	35.00
7/23/2021	CD	11	Call with KOH re construction information for preparation of Builder's Risk Report.	0.50	0.00
7/26/2021	RB	11	Detailed review of builders' risk report drafted for filing	1.20	300.00
7/26/2021	CD	11	Email correspondence to RB re June Builder's Risk Report	0.10	17.50
7/28/2021	CD	11	Complete June Builder's Risk Report, email to insurance company.	0.20	35.00
Total Insurance				155.6	28,392.50

For Professional Services Rendered:

RB Ralph Brotherton
CD Carol Davis

Total Hours Worked

71.60
84.00

RB Ralph Brotherton
CD Carol Davis

Rate
\$250/hr
\$175/hr

Total Hours Billed

63.80 \$15,950.00
71.10 \$12,442.50

RB Ralph Brotherton
CD Carol Davis

Total Hours Not Billed

7.80
12.90